



EXECUTIVE SUMMARY

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with Grandmaster Pianos Sales and Service, Inc. to provide professional piano tuning for two pianos in the Music Department on North Campus. Fiscal Impact: \$500.00.

Presenter(s): Jeffrey Guild,

What is the purpose of this contract and why is it needed? The purpose of this agreement is for Grandmaster Pianos to provide piano tuning services for two pianos in the Music Department on North Campus. The two pianos are used daily during general education courses (MUL2010 Music Appreciation) and individual student conferences. The instruments' quality of sound and availability impacts more than 350 students per semester. We do not have a piano tuner on staff at Broward College. Grandmaster Pianos has one of the best reputations for piano tuning in Broward County, and is frequently contracted with other piano sellers and movers in the area to tune upon delivery. Their quote is competitive and reflects the high quality of care they will take in preparing our pianos for everyday use in the classroom. Keeping our valuable instruments in good working order guarantees a best-in-class learning environment for our students.

What procurement process or bid waiver was used and why? Small purchase for Category One (\$0.00-\$10,000) per College Procedure A6Hx2-6.34 was used, where there are no formal or informal competitive requirements for goods and services acquired by the College at this dollar threshold. One quote was obtained by the requesting department to identify the best value for the required commodity or service. No bid waiver used.

Is this a budgeted expenditure from the budget established at the last June Board of Trustees meeting? This expenditure makes use of the budget established at the last June Board of Trustees meeting.

What fund, cost center and line item(s) were used? FD100, CC0528, BU020, PG000015.

Has Broward College used this vendor before for these products or services? No.

Was the product or service acceptable in the past? Not applicable.

Was there a return on investment anticipated when entering this contract? The return on investment will be a best-in-class learning environment for more than 350 students per semester.

Was that return on investment not met, met, or exceeded and how? The return on investment will be met upon performance of the contract.

Does this directly or indirectly feed one of the Social Enterprise tactics and how? To provide students with a best-in-class learning environment.

Did the vendor amend Broward College's legal terms and conditions [to be answered by the Legal Office] if the College's standard contract was used and was this acceptable to the Legal Office?

The General Counsel's office has reviewed the agreement and any deviation to the College's standard terms has been deemed acceptable.

FISCAL IMPACT:

Board Item

Meeting of November 12, 2024

Description: \$500.00 against Worktags: CC0528, BU020, FD100, PG000015

10/08/24


CC0528 · Theatre

(\$500.00)

APPROVAL PATH: 12524 Grandmaster Pianos Sales & Service, Inc.- Piano Tuning North Campus

 **Workflow**

 Edit View

 Add Work Item

Stage	Reviewer	Description	Due Date	Status	
1	Scott Miller	Dean Review (AHCD - AHD)		 Completed	
2	Jeffrey Guild	Vice Provost Review		 Completed	
3	Jamonica Rolle	Provost and SVP of Academic Affair		 Completed	
4	Natalia Triana-Aristizabal	Contracts Coordinator		 Completed	
5	Orlando Aponte	Procurement Approval		 Completed	
6	Rabia Azhar	CFO Review		 Completed	
6	Christine Sims	Budget Departmental Review		 Completed	
6	Legal Services Review Group	Review and Approval for Form and		 Completed	
7	Board Clerk	Agenda Preparation		 Completed	
8	District Board of Trustees	Meeting	11/12/24 11:00 AM	 Pending	
9	Electronic Signature(s)	Signatures obtained via DocuSig 		 Pending	
10	Natalia Triana-Aristizabal	Contracts Coordinator		 Pending	

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EXHIBIT "A" to Purchase Order STATEMENT OF WORK

Description of Services:

Grandmaster Pianos will provide piano tuning services for two pianos on Broward College's North Campus. This contract will cover the entire cost of the tuning services, including any supplies used. These pianos are used daily for music classes, especially the general education course, Music Appreciation (MUL2010). Having the pianos tuned and in good working order is important for the success of the students enrolled in music classes and for related programming. The college has no piano tuner on staff.

Location:

Tuning services will be provided for two pianos in Building 50 on North Campus. Date to be scheduled upon approval of contract.

Total Consideration Payable for the Services:

\$500

For the Vendor: Please read Broward College's Terms and Conditions, then fill out and sign the following statement:

I, Dein Palmer (Name of Individual), accept Broward College's Terms and Conditions in lieu of our own, and I warrant that I have legal power to bind Grandmaster Pianos (Company Name) on its behalf.

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